

Minutes

Cass County Board of Supervisors

Tuesday, November 18, 2025

The Cass County Board of Supervisors met in regular session at 9:00 a.m. in the courthouse board room with members present: Steve Baier, chair; Stephen Green, Wendy Richter, Mark O'Brien (by Zoom) and Bernard Pettinger. Absent: none.

Green moved, Pettinger seconded, to adopt the consent agenda including:

Minutes from the November 12, 2025, meeting

Claims from November 1-15, 2025

All ayes. Motion carried.

The board considered reinstating the compensation board but chose to take no action, leaving the board of supervisors to serve as the compensation board in accordance with SF 2442.

Jotham Arber, Executive Director of Cass/Guthrie County Environmental Health, presented the monthly report.

Richter moved, Green seconded, to extend the Department of Corrections, Fourth Judicial District Lease of 601 Walnut, Suite 1 on a month-by-month basis through June 2026. All ayes. Motion carried.

Mark Knudsen, Maintenance Superintendent for Secondary Roads, reviewed current road and equipment projects.

Green moved, Pettinger seconded, approval of Resolution 2025-37 Second-Tier Certification (Canvass) of November 4, 2025, Cass County City/School Election Results. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Committee reports: Pettinger on mental health; Green on EMS.

Reports filed: County Auditor's Certification of the Post-Election Audit of the November 4, 2025, City/School Election.

The following claims were approved, and the auditor authorized to issue checks for the same:

General Basic Fund

Access Systems, Inc.	Copier Contract	145.31
Access Systems, Inc.	Service Agreement	926.88
Ahlers Cooney Attorneys	HR Legal Services	1950.00
Amazon Business Amazon Capital	Office Supplies	266.70
Anita Tribune Co Inc	Publishing	326.28
Mark and Stacy Armstrong	Rent	500.00
Atlantic Municipal Utilities	Utilities	1324.25
Atlantic News Telegraph	Publishing	940.62
B and C Electric LLC	Repairs	221.00
Sean Berens	Cellular Services	40.00
Bob Barker Company Inc	Provisions	101.30
Brown Electric Company Inc	Electrical Repairs	429.23
Cappels	Supplies	348.39
Cass County Public Health	Subcontract	18048.29
Cass County Sheriff	Notices	157.70
Cass Health	Medical Care	190.00
Central Iowa Dist. Inc.	Custodial Supplies	590.00
Judy Collins	Office Supplies	21.36

Cook Sanitation	Sanitary Disposal	195.00
Cott Systems, Inc Valsoft	Maintenance/License	855.00
Culligan Soft Water Serv	Cooler Rent	63.00
DAIDA	Software Service	325.00
Fareway Stores Inc	Food and Provisions	5.99
Feld Security	Inspection	439.00
Green Acres Lawn & Landscaping	Lawn Care	225.00
Griswold American Forsyth Publ	Publishing	520.17
Guthrie Co EnvironmentalHealth	Monthly Service	7669.22
Guthrie County Public Health	Service Agreement	4143.69
Iowa County Attorneys Assoc	Registration	90.00
Erik Johnson	Medical Examiner	250.00
Lora Kanning	Mileage	179.77
Kristy Libby	Registration/Lodging	408.68
Mail Services LLC	Postage	585.23
Tracey Marshall	Lodging/Mileage	315.26
Mediacom	Telephone Services	425.95
Pest Off Pest Control	Pest Control	55.00
Brenda Pottebaum	Custodial Services	1345.00
Debbie Schuler	Mileage	140.50
Schumacher Elevator Co	Elevator Maintenance	278.85
SIRWA	Utilities	30.00
Stone Office Products	Office Supplies	114.02
Verizon Wireless	Cellular Service	896.98
Visa Banker's Bank	Misc Expenses	1410.19
Visual Edge IT	Copier Contract	869.71
Wex Bank (Fleet)	Fuel	1304.20
MHDS Reimburseable Expense		
Debbie Schuler	Mileage	263.83
General Supplemental Fund		
Anita Tribune Co Inc	Publishing	553.13
Mary Anstey	PEO Compensation	276.58
Atlantic News Telegraph	Publishing	648.08
Ian Barrs	PEO Compensation	77.50
Marsha Borders	PEO Compensation	255.00
Cass County Sheriff	Notices	1575.50
Michael Collins	PEO Compensation	260.36
Virginia Coughlin	PEO Compensation	225.00
Terri Duggan	PEO Compensation	289.03
Mary Dunn	PEO Compensation	266.25
Karleen Evans	PEO Compensation	251.25
Deb Field	PEO Compensation	265.00
John Fleming	PEO Compensation	268.75
Linda Fritz	PEO Compensation	94.30
Susan Gautreaux-Souder	PEO Compensation	309.66
Anieta Gregory	PEO Compensation	270.28
Tina Hansen	PEO Compensation	225.00
Dee Harrison	PEO Compensation	278.94
Janet Hascall	PEO Compensation	240.00
Shauna Holaday	PEO Compensation	347.00
Lori A Holste	PEO Compensation	282.60
Mary Lou Hoskins	PEO Compensation	276.44
IMWCA	Work Comp	5297.00
Iowa Secretary of State	Maintenance Fees	1697.85
Angela Johnson	PEO Compensation	278.54
Doyle Karas	PEO Compensation	350.74
Julie Kennon	PEO Compensation	259.38
Sherry Kramer	PEO Compensation	255.00
Laura Andersen	Transcripts	39.50
Mail Services LLC	Postage	10989.64
Deborah McBee	PEO Compensation	297.60
Carolyn Modrell	PEO Compensation	276.44
Vicki Nordskog	PEO Compensation	292.06
Betty Pope	PEO Compensation	267.73

Pottawattamie Co Sheriff	Notices	120.00
Public Safety Fund	County Contribution	37689.23
Lorrie Rasmussen	PEO Compensation	255.00
JoBeth Reynolds	Precinct Official Compens	321.81
Kimberlee Sears	PEO Compensation	276.25
Sandra Sothman	PEO Compensation	321.18
Michal South	PEO Compensation	286.09
Phyllis Stakey	PEO Compensation	300.82
Sheryl Sunderman	PEO Compensation	268.02
Kristin Thornton	PEO Compensation	260.36
Treasurer State of Iowa	Indigent Defense	1641.00
Visa Banker's Bank	Misc Expenses	130.99
Cheryl Wessels	PEO Compensation	103.94
Peggy Wheatley	PEO Compensation	337.89
Julie Williamson	PEO Compensation	96.98
Sharon Woodward	PEO Compensation	287.42
Brenda Zellmer	PEO Compensation	245.36
Rural Services Basic Fund		
Cappels	Supplies	11.98
Galls LLC	Uniforms	181.77
Gregg Young Automotive	Vehicle Maintenance	7119.54
Horizon Jet Wash	Vehicle Maintenance	140.00
ISSDA Financial Administration	Registration	150.00
McAtee Tire Service Inc	Vehicle Maintenance	986.14
OReilly Auto Parts	Vehicle Maintenance	76.97
Richter & Son Towing Inc	Towing Service	225.00
Visa Banker's Bank	Misc Expenses	2065.94
Wex Bank Fleet Services	Fuel	3842.59
Xtreme Auto	Vehicle Maintenance	1504.40
Secondary Road Fund		
Agriland FS, Inc.	Bulk Fuel	7864.88
AgriVision, LLC	Parts/Service	378.86
Akin Building Center	Supplies	28.38
Alliant Energy	Utilities	274.87
Allied Oil & Supply, Inc.	Oil/Supplies	442.05
Anita Supply Center	Supplies	253.23
Atlantic Ag & Auto LLC	Supplies	2.71
Atlantic News Telegraph	Publishing	47.29
Barco Municip Prod Inc	Signs	259.10
Boes Repair Inc	Outside Services	105.00
CCL Supply, LLC	Supplies	462.66
Central Iowa Ready Mix, Inc.	Supplies	313.00
Cintas LOC 749	Uniforms	274.22
Cook Sanitation	Sanitary Disposal	60.00
Farm Service Coop	Supplies	94.25
Gregg Young Automotive	Parts/Service	96.64
ICEA	Meeting Fee	800.00
Interstate Battery Systems of	Expendable Parts	445.33
Iowa State University	Meeting Fees	170.00
Logan Contractors Supply, Inc	Supplies	394.24
McAtee Tire Service Inc	Tires/Tire Repair	3756.36
Mid American Energy	Intersection Lighting	6.27
MTS, Inc. M & K Mills Tree Ser	Sanitary Disposal	30.00
Olsen Fuel Supply Inc	Fuel	8375.38
Overhead Door Company Inc	Building Maintenance	926.25
Pattison Sand Company, LLC	Supplies	1860.60
RDO Truck Center, Co.	Parts/Service	1152.80
Steinbeck & Sons Inc.	Propane	1398.00
Tiger Mart Griswold Amoco LC	Fuel	63.00
Truck Center Companies Inc	Parts/Service	1122.56
Verizon Wireless	Cellular Service	237.09
Westel Systems	Telephone Service	37.68
Wyman's Carquest Wyman Auto Pa	Supplies	56.99
Ziegler Inc.	Parts/Service	1187.05

21st Century Cooperative ATTN:	Fuel	570.71
Sheriff Investigations		
Visa Banker's Bank	Misc Expenses	14.00
EMS Trust Fund 422D.6		
Midwest Medical Transport	Ambulance Services	54691.88
Capital Projects		
Atlantic Ag & Auto LLC	Supplies	140.15
Visa Banker's Bank	Misc Expenses	34.97
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	147.17
Verizon Wireless	Cellular Service	78.59
Environmental Control Agn		
Cappels	Supplies	64.33
Champlin Tire Recycling, Inc.	Tire Disposal	3365.86
Culligan Soft Water Serv	Water	31.40
Gronewold Bell & Kyhnn & Co, PC	Auditing Services	3813.56
Hepler Curbside Recycling Inc	Contract Hauling	18147.92
Iowa Waste Services LLC	Waste Disposal Fees	20102.21
Marne/Elk Horn Telephone	Telephone Service	4.14
Massena Telephone Company	Telephone/Internet Servic	163.10
Nishna Valley Pest Control LLC	Building Maintenance	160.00
Olsen Fuel Supply Inc	Fuel	1533.87
Rockwell Repair	Outside Services	3629.57
Visa Banker's Bank	Miscellaneous	353.24
Ziegler Inc.	Parts/Service	1821.15
Grand Total		278859.91

At 9:41 a.m. Pettinger moved, Green second, to adjourn. All ayes. Meeting adjourned.

Next meeting December 2, 2025.